

**AGENDA**  
**BOARD OF TRUSTEES**  
**TOWN OF WESTCLIFFE**  
**TUESDAY, FEBRUARY 20, 2024**  
**PATTERSON HALL – 1000 MAIN**  
**REGULAR MEETING**  
**5:30 p.m.**  
**Join by Zoom**  
Meeting ID: 818 5670 3226  
Passcode: 423986  
By Phone: 719-359-4580

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Recognition of Visitors
5. Consent Agenda  
Note: All items listed under the Consent Agenda are routine and are approved with one motion. There will be a separate discussion of these items if a Board Member or citizen requests. The item may be removed from the Consent Agenda and considered separately at the discretion of the Board of Trustees.
  - A. APPROVAL OF MINUTES
  - B. TREASURER’S REPORT
  - C. APPROVAL OF BILLS
6. Old Business  
None
7. New Business
  - a. Sheriff 2023 4<sup>th</sup> quarter report.
  - b. Fire Department update.
  - c. Charge Point update.
  - d. Consider appointing a project and a bid review committee for the four 2024 construction projects.
  - e. Consideration of a request to move forward with affordable housing as recommended by the Planning Commission.
  - f. Consideration of adopting the 2018 Appendix Q, Title 3, Section 1, Chapter 2, Tiny Homes.-Recommended by the Planning Commission.
  - g. Discuss changing the street lights in town for Dark Skies compliance starting in 2025.
  - h. Consideration of applying for a Highway Safety Improvement grant and possibly committing funds for 2024.
  - i. Consider applying for LOMA (Local Matching Funds).
8. Additions to the Agenda
9. Staff & Committee Reports
10. Public Comment – Westcliffe citizens or business owners can comment on agenda items only and are limited to three (3) minutes. A request can be made to be placed on a future month’s agenda if they want to address the Board of Trustees on issues related to the Town of Westcliffe.”  
Adjourn

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY, JANUARY 16, 2024  
REGULAR MEETING**

-Page 1 -

**CALL TO ORDER**

Mayor Wenke called the meeting to order at 5:30 P.M.

**ROLL CALL**

The following members were present: Mayor Wenke, Mr. Mowry, Ms. Lund, Mr. Fulton, Mr. Dembosky (Zoom), and Mr. Wilhelm.

**ABSENT:** Mr. Nordyke

**PLEDGE OF ALLEGIANCE**

Mayor Wenke led the Pledge of Allegiance.

**OTHERS PRESENT**

Kathy Reis, Erin Christie, Caleb Patterson, Clay Buchner (Zoom), Karen Foley, Bianca Trencher, Lucas Epp, and Tim Broll.

**TREASURER'S REPORT**

	<b>REVENUE RECEIVED</b>	<b>BALANCE OF ACCOUNTS</b>
<b>General Fund Checking:</b>	\$ 83,647.06	\$ 82,405.16
CSafe-GF Core 11:	\$ 4,538.96	\$ 1,105,630.02
CSafe-3% Tabor Reserve 13:	\$ 221.80	\$ 46,897.72
CSafe-General Fund Reserve-14	\$ 1,827.10	\$ 386,557.74
CSafe-Tennis Ct.-Core-16	\$ 95.58	\$ 20,202.86
<b>Tennis Court Checking:</b>	\$ 0.00	\$ 5,178.70
<b>Municipal Court Checking:</b>	\$ 0.00	\$ 2,382.70
<b>Conservation Trust Fund Checking:</b>	\$ 1,928.72	\$ 8,315.96
CSafe-CF Core 15	\$ 200.58	\$ 42,425.56
<b>Capital Fund Checking:</b>	\$ 36,998.74	\$ 132,453.44
CSafe-CF Core 12:	\$ 5,172.20	\$ 1,191,184.46

**EXPENDITURES FOR DECEMBER 2023:**

<b>GENERAL FUND:</b>	<b>\$ 63,796.25</b>
<b>MUNICIPAL COURT:</b>	<b>\$ 0.00</b>
<b>TENNIS COURT:</b>	<b>\$ 0.00</b>
<b>CONSERVATION TRUST FUND:</b>	<b>\$ 0.00</b>
<b>CAPITAL FUND:</b>	<b>\$ 12,863.88</b>

**APPROVAL OF CONSENT AGENDA**

- a. Approval of minutes – December 12, 2023 Regular meeting.
- b. Treasurer's Report
- c. Approval of Bills

**ACTION:** Mr. Wilhelm moved, and Mr. Fulton seconded to approve the consent agenda. Motion carried.

BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY, JANUARY 16, 2024  
REGULAR MEETING  
-Page 2 -

OLD BUSINESS

None

NEW BUSINESS

a. **Consideration of approving the Bluff Park Lease and Management Agreement.**

Karen Foley reported that the Lease and Management Agreement between the Town and Colorado Open Lands remains the same from last year, just the dates have been updated.

**ACTION:** Mr. Fulton moved, and Mr. Mowry seconded to approve the Bluff Park Lease and Management Agreement. Motion carried.

b. **Consideration of contracting with Allyant to comply with HB21-1110 Colorado Website Accessibility Law.**

Ms. Reis reported that HB21-1110 requires that municipal websites in the state of Colorado must be accessible to blind users to be ADA compliant. This law goes into effect July 1, 2024. SIPA contracts with Allyant to perform audits on website. The total cost to the Town will be \$4,000, which includes the audit, assessment, employee training, and PDF document review.

**ACTION:** Mr. Mowry moved, and Mr. Demboksy seconded to contract with Allyant to comply with HB21-1110 Colorado Website Accessibility Law. Motion carried.

c. **Consideration of contracting with CTI Complete for the Town AV system.**

Ms. Reis reported that the Town AV system includes all technology equipment in the Town Hall. There is a one-year or three-year contract (which would need to be paid in advance) available.

**ACTION:** Mr. Wilhelm moved, and Ms. Lund seconded to contract with CTI Complete for one year for the Town AV system. Motion carried.

d. **Consideration of extending or revoking the variance at 57600 State Highway 69.**

Tim Broll reported that they are behind schedule and requested an extension. The Board of Trustees agreed to a six-month extension.

**ACTION:** Mr. Fulton moved, and Mr. Mowry seconded to extend the variance at 57600 State Highway 69 to July 1, 2024. Motion carried.

e. **Consideration of approving Ordinance NO. 1-2024 submitting a ballot question on the April 2, 2024 regular election.**

BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY, JANUARY 16, 2024  
REGULAR MEETING

-Page 3 -

NEW BUSINESS CON'T

The current 1% sales tax will expire on December 31, 2024. The ballot question is to continue the 1% sales tax in perpetuity. It is not to implement a new tax or raise the tax.

**ACTION:** Ms. Lund moved, and Mr. Mowry seconded to approve Ordinance NO. 1-2024 submitting a ballot question on the April 2024 regular election. Motion carried.

f. **Consideration of a request to approve Resolution #1-2024 amending the Town Handbook.**

Ms. Reis reported that there are employees who work four ten-hour days. Some work Monday through Thursday, and others work Tuesday through Friday. If a holiday falls on a Sunday, employees get the Monday off as a holiday. But for the employees who already do not work Mondays, the concern is that they will not receive any holiday pay, so the request is to allow for those employees to receive the holiday pay on Tuesday, rather than take PTO. This has already been occurring; the Town Handbook just needs to be amended to reflect it.

**ACTION:** Mr. Wilhelm moved, and Mr. Fulton seconded to approve Resolution #1-2024 amending the Town Handbook. Motion carried.

g. **Appoint the newspaper of record.**

An RFP was sent to both papers, and only the Wet Mountain Tribune responded.

**ACTION:** Mayor Wenke moved, and Mr. Mowry seconded to appoint the Wet Mountain Tribune as the newspaper of record for 2024. Motion carried.

h. **Consideration of expending up to \$1,000 with DHM for construction management of Jess Price Park.**

Mr. Patterson reported that he will manage the project. DHM will come to the pre-bid solicitation meeting and will be available for questions throughout the project. There are four contractors who have reached out to Mr. Patterson.

**ACTION:** Ms. Lund moved, and Mr. Fulton seconded to approve expending up to \$1,000 with DHM for construction management. Motion carried.

i. **Consideration of the Town Clerk's salary.**

Mayor Wenke and Mr. Mowry believe that the Town Clerk is underpaid, and they suggested an increase in salary. The Town Clerk did not make the request. The Town Clerk's annual salary is currently \$55,336.40. The Deputy Town Clerk is currently at \$28.60 per hour; she will be at \$29.00 per hour after her evaluation at the end of this month.

BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY, JANUARY 16, 2024  
REGULAR MEETING

-Page 4 -

NEW BUSINESS CON'T

**ACTION:** Mr. Mowry moved, and Mr. Fulton seconded to change the Clerk's annual salary to \$62,000. Motion carried.

STAFF & COMMITTEE REPORTS

**a. Report from Town Manager**

Mr. Patterson reported that a backup generator is no longer necessary for the Town Hall elevator. In addition, the 2006 International Building Code only applies to new builds, not remodels.

Mr. Patterson reported on updates for the use of the EV chargers. There is a \$5,000 annual fee to use the Cloud Service for credit card payments on the charging stations (this is mandatory). In addition, there is an optional \$12,000 annual fee for maintenance of the charging stations. The equipment for the EV charging stations has already been purchased. The contract with Rexel will be reviewed at the February Board of Trustees meeting.

Mr. Patterson reported updates on grants. TAPP Phase 2 and RMS Phases 2 and 3 are being used to connect Memorial Park to the rest of the sidewalks along Third Street, as well as installing sidewalks, curbs, and gutters along Powell Avenue. In addition, Adams Avenue will be connected to Main Street. RMS grants are at a maximum of \$250,000, with a match of 10%. The grants are from CDOT.

**b. Report from Town Clerk**

Ms. Reis reported that three candidate petitions have been picked up for the vacant Trustee positions that will be on the April 2, 2024 ballot. Only one petition has been returned. The deadline for returning petitions is January 22, 2024, at 5:00 p.m.

Ms. Reis reported that money budgeted to give to the Rotary Van Service will no longer be given out because their services will be discontinued at the end of the month.

The Board requested that Ms. Reis explain why the language of limiting public comment to agenda items only and a three-minute maximum was included on this month's agenda. Mr. Buchner, the Town Attorney, reported that it is legal to limit the time, place, and manner of discussion by the public at the Board of Trustee meetings. A citizen can request to be put on the following month's agenda.

**Mr. Fulton** moved, and **Mr. Wilhelm** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:  
Erin Christie  
Deputy Town Clerk

**REVENUES RECEIVED IN JANUARY 2024**

**GENERAL FUND**

<b>Cash</b>		
Lashed By Madysen	2024 Business License Renewal	25.00
P.S. Patchworks	2024 Business License Renewal	25.00
Lady Unique Boutique	2024 Business License Renewal	25.00
Peter Stader LLC	2024 Business License Renewal	25.00
Tumbleweed Home	2024 Business License Renewal	25.00
Wet Mtn. Manual Therapy (Jenny Young)	2024 Business License Renewal	25.00
Misty Morning Studio	2024 Business License Renewal	25.00
Gary's Glamping	2024 Business License Renewal	25.00
<b>Credit Card</b>		
Flip (Laura Varone)	2024 Business License Renewal	25.00
Lokken Chiropractic	2024 Business License Renewal	25.00
Salon-A Vow to Artistry	2024 Business License Renewal	25.00
The Cliffe House (William Andrews)	2024 Business License Renewal	25.00
Your Needs By Nova (Nova Rupp)	2024 Business License Renewal	25.00
Solarise Solar	Building Permit/Solar/208 S. 5th	905.00
Solarise Solar	Bldg. Permit/106 Bluff Circle/Solar Panels	862.00
Westcliffe Laundry Mat	2024 Business License Renewal	25.00
Paul Andrews	STR Renewal	25.00
Epstein Neurosurgery	2024 Business License Renewal	25.00
Nequette Drilling	2024 Business License Renewal	25.00
Factory Fitness	2024 Business License Renewal	25.00
Wel Mountain Rustics - Seth Peters	2024 New Business License	40.00
Borne Again, LLC	2024 New Business License	25.00
Matthew Baker	2024 New Business License	25.00
The Wild West, LLC	2024 Business License Renewal	25.00
<b>Checks</b>		
Andy Mast	2024 Business License Renewal	25.00
Anne Hewitt - Anne's Grooming	2024 Business License Renewal	25.00
Cinco Investments	2024 Business License Renewal	25.00
Greenestone Artworks	2024 Business License Renewal	25.00
Salty Pine Floral & Boutique	2024 Business License Renewal	25.00
Inn on 69 LLC	2024 Business License Renewal	25.00
Boutique Off Main	2024 Business License Renewal	25.00
D&W Services	2024 Business License Renewal	25.00
George Gramlich	2024 Business License Renewal	25.00
Mountain Envy Boutique	2024 Business License Renewal	25.00
Broll LP Gas LLC	2024 Business License Renewal	25.00
Chappy's Woodfired Grill	2024 Business License Renewal	25.00
Peaks Integrity Wealth Management	2024 Business License Renewal	25.00
BossPro Diesel LLC	2024 Business License Renewal	25.00
Lollipop & CO.	2024 Business License Renewal	25.00
Sugarlump Inc.	2024 Business License Renewal	25.00
Peregrine Coffee Roasters	2024 Business License Renewal	25.00

Mattie Burt Realty Inc.	2024 Business License Renewal	25.00
Mattie's Lofts LLC	2024 Business License Renewal	25.00
All Aboard Westcliffe Inc.	2024 Business License Renewal	25.00
The Lamp Post Lodge LLC	2024 Business License Renewal	25.00
Wapiti Ranch Realty & Auction LLC	2024 Business License Renewal	25.00
Custer County Realty Inc.	2024 Business License Renewal	25.00
JNT Professional Services LLC	2024 Business License Renewal	25.00
Paladin Propane Partners LLC	2024 Business License Renewal	25.00
Sterling Development Group	2024 Business License Renewal	25.00
Lowe's Pay & Save Inc.	2024 Business License Renewal	25.00
Oakley Construction	2024 Business License Renewal	25.00
Cliff Lanes LLC	2024 Business License Renewal	25.00
CF Altitude LLC	2024 Business License Renewal	25.00
Martin & Tope Real Estate Co.	2024 Business License Renewal	25.00
Chuds Pizza & Burgers	Liquor License renewal	125.00
Dark Skies & Mountain Views	2024 STR Business License Renewal	25.00
United Business Bank	2024 Business License Renewal	25.00
Music Mt. Instruments for Travel & Camping	2024 Business License Renewal	25.00
Terri Munson	Hermit Park Rental Fee	125.00
Mt. Honeysuckle LLC	2024 New Business License	40.00
Cheryl Swartz	2024 Business License Renewal	25.00
Mountain Production Company	2024 Business License Renewal	25.00
Phnixed Creations, LLC	2024 Business License Renewal	25.00
Custer County Supply CO	2024 Business License Renewal	25.00
Custer County Jeeps, LLC	2024 Business License Renewal	25.00
Dr. Steven Lokken, DC, Dabci	2024 Business License Renewal	25.00
Tease Salon	2024 Business License Renewal	25.00
Wet Mountain Treasures	2024 Business License Renewal	25.00
All the Range Mountaineering/Outdoor Geer	2024 Business License Renewal	25.00
MacLeod, Christina	2024 Business License Renewal	25.00
Native Woods (Double Vision)	2024 Business License Renewal	25.00
Wet Mtn Valley Rotary CSI	Repayment for misuse of 2023 Donation Funds	1,181.72
Tranquilo, Inc	2024 Business License Renewal	25.00
Bootleggers Merchantile, LLC	2024 Business License Renewal	25.00
Solvista Health (West Central, Inc)	2024 Business License Renewal	25.00
Yoder's Home Furnishings, LLC	2024 Business License Renewal	25.00
Central Colorado Title & Escrow	2024 Business License Renewal	25.00
Frontier Kitchens & Interiors	2024 Business License Renewal	25.00
Black Hills Energy	December 2023 Franchise Fee	34,478.20
Crystal Mtn Center of Performing Arts	Special Event Liquor Permit	140.00
For the Love of Healing	2024 Business License Renewal	25.00
Cinco Investments	Bldg Permit/110 S 2nd/Replace stairs	560.00
Greenleaf Forestry & Wood Products	2024 Business License Renewal	25.00
Gloria Austin	Hermit Park Rental Fee Dog Training classes	400.00
Imediasmith	2024 Business License Renewal	25.00
Cory Flickinger	2024 Business License Renewal	25.00
Sangre de Cristo Gallery	2024 Business License Renewal	25.00
Take a Look Active LLC	2024 Business License Renewal	25.00
The Flowering Tree	2024 Business License Renewal	25.00

JBW & EHW CO Rental LLC	2024 Business License Renewal	25.00
Wet Mountain Tribune	2024 Business License Renewal	25.00
Pearl Medical & Spa	2024 Business License Renewal	25.00
Wild Iris Gallery	2024 Business License Renewal	25.00
Watson Land Co.	2024 Business License Renewal	25.00
Wet Mtn. Storage	2024 Business License Renewal	25.00
Bear Peak LLC	2024 Business License Renewals Stage Stop & Zitas	50.00
Lowe's Pay & Save Inc.	4th Qtr. Carryout Disposable Bag Fee	897.54
Arterburn Fine Art & Graphics	Sales Tax	25.00
Hartbauer Auto Sales	2024 Business License Renewal	25.00
Westcliffe Greens LLC	2024 Business License Renewal	25.00
Westcliffe Petroleum	2024 Business License Renewal	25.00
Candy's Coffee (Southern Skull & Arrow LLC)	2024 Business License Renewal	25.00
The Village Shop (Gary & Janice King)	2024 Business License Renewal	25.00
Pay & Save Inc. (Lowe's)	2024 Liquor License Renewal	25.00
CF Altitude LLC (Alta Convenience)	4th Qtr. Carryout Disposable Bag Fee	20.52
Sangre de Cristo Amateur Radio Club	Summit Park Usage Fee for 6/22/24 Ham Radio Field Day	125.00
Colorado Open Lands	2023 Bluff Site Maintenance Fee	3,318.94
The Sunflower Patch	2024 Business License Renewal	25.00
Rebecca Penkoff	2024 STR Business License Renewal	25.00
Gary Taylor	2024 Business License Renewal	25.00
Sangres Art Guild	2024 Sales Tax License	25.00
Frontier Installations	2024 Business License Renewal	25.00
Integrimark LLC	2024 Business License Renewal	25.00
Laurie Yarger	Memorial Park Rental Fee - Custer Co. Kids Council June 2024	100.00
Phixie Tours & Guesthouse LLC	2024 STR Business License Renewal	25.00
DLC Services, Inc.	Excavation Permit - 102 Yucca Lane	400.00
Custer County Treasurer	SOA Specific Ownership A	140.70
	SOB Specific Ownership B	425.42
United Business Bank of Colorado	Interest	11.89
State of Colorado	2% Sales Tax	70,581.29
State of Colorado	CIG Tax-Dec.	164.13
State of Colorado	Highway Users Tax	2,558.34
<b>GENERAL FUND CHECKING REVENUE RECEIVED IN JANUARY 2024</b>		<b>\$120,125.69</b>

CSafe-Gen. Fund Core-11	Interest	5,240.38
CSafe-3% Tabor Reserve-13	Interest	222.44
CSafe-Gen. Fund Reserve-14	Interest	1,832.32

**TENNIS COURT PROJECT CHECKING**

<b>TENNIS COURT PROJECT CHECKING REVENUE RECEIVED IN JANUARY 2024</b>		<b>\$0.00</b>

CSafe-Tennis Ct. Core-16	Interest	96.02
--------------------------	----------	-------



**MUNICIPAL COURT CHECKING**

Michael Liebman	Parking Ticket	25.00
<b>MUNICIPAL COURT CHECKING REVENUE RECEIVED IN JANUARY 2024</b>		<b>\$25.00</b>

**REVENUES RECEIVED IN JANUARY 2024****CONSERVATION TRUST FUND**

United Business Bank	Interest	0.35
<b>CONSERVATION TRUST FUND REVENUE RECEIVED IN JANUARY 2024</b>		<b>\$0.35</b>

CSafe-CTF Core 15	Interest	201.16
-------------------	----------	--------

**CAPITAL FUND**

United Business Bank of Colorado	Interest Capital Fund Checking	13.67
State of Colorado (Town of Westcliffe)	1% Sales Tax	35,290.64
State of Colorado (CDOT)	Reimb. Inv#5 TAP-ROW-23660	8,292.14
<b>CAPITAL FUND CHECKING REVENUE RECEIVED IN JANUARY 2024</b>		<b>\$43,582.78</b>

CSafe-Capital Fund Core 12	Interest	5,645.92
----------------------------	----------	----------

**BALANCE IN ALL FUND ACCOUNTS**

<b>GENERAL FUND CHECKING</b>		\$83,929.36
CSafe-Gen. Fund Core-11		\$1,110,870.40
CSafe-3% Tabor Reserve-13		\$47,120.16
CSafe-Gen. Fund Reserve-14		\$388,390.06
CSafe-Tennis Ct. Core-16		\$20,298.88
TENNIS COURT PROJECT CHECKING		\$5,178.70
MUNICIPAL COURT CHECKING		\$2,407.70
<b>TOTAL GENERAL FUND ACCOUNTS</b>		<b>\$1,655,787.56</b>

<b>CONSERVATION TRUST FUND CHECKING</b>		\$8,316.31
CSafe-CTF Core 15		\$42,626.72
<b>TOTAL CONSERVATION TRUST FUND ACCOUNTS</b>		<b>\$50,943.03</b>

<b>CAPITAL FUND CHECKING</b>		\$157,548.17
CSafe-Capital Fund Core 12		\$1,196,830.38
<b>TOTAL ALL CAPITAL FUND ACCOUNTS</b>		<b>\$1,354,378.55</b>

**CASH BALANCE OF ALL FUND ACCOUNTS****\$3,061,109.14**

NOTE: 1% Sales tax of \$35,290.64 was transferred to the Capital Fund from the General Fund.

**GENERAL FUND**

American Legion	2024 Donations	569.02
Black Hills Energy	Lights/Electric	1,894.37
Buchner, Clayton, Attorney at Law	Attorney Fees/December	610.50
Card Services	Office Supplies	5,742.21
CenturyLink	Phone/Elevator	49.86
CIRSA	2024 Property & Casualty Liability Insurance	15,953.47
CIRSA	2024 Vamp Insurance	12.40
Crestone Graphics	Envelopes	112.85
CTI	Service Agreement	1,578.00
Custer County Rd. & Bridge	Street Maint.& Fuel	630.93
ERB Element	Communication Services	3,225.00
GMCO Corporation	Street Maint.	272.50
Hilltop Broadband	Internet	255.45
KVO Industries	High Pressure Laminate Panels	987.00
Lowe's Pay and Save, Inc.	Supplies	70.77
Rock Auto Parts (Napa)	Supplies	486.51
Norup Gas	Propane	2,141.22
Oak Disposal Services	2024 Trash Removal	1,381.25
ODP Business Solutions LLC	Office Supplies (labels, paper)	188.89
Pinnacol Assurance	2024 Worker's Comp. Insurance	6,868.00
Post Master	2024 Box rent	82.00
Round Mtn. Water & Sanitation District	Water & Sewer/December & January	1,488.90
Sangre de Cristo Sentinel	Public Notice/Election	14.70
Southern Colorado Surveying & Mapping	Survey of Hall Minor Subdivision lots 1A and 2A	650.00
Valley Ace Hardware	Supplies	525.20
Westcliffe Petroleum	Freightliner Tires	682.56
Wet Mtn Tribune	Publishing	737.88
Xerox Corporation	Meter Read/Lease Payment	198.55

**Payroll Expenses**

CEBT	Employer/Health Ins.	2,466.36
CEBT	Employee/Health Ins.	569.60
EFTPS	January Payroll Taxes	7,836.12
GWRS	Employee Share Retirement Fund (ACH)	3,542.31
GWRS	Employer Share Retirement Fund (ACH)	1,080.42

**BILLS TO DATE****\$62,904.80****JANUARY 2024 PAYROLL****\$24,700.47****TOTAL GENERAL FUND EXPENDITURES FOR JANUARY 2024****\$87,605.27****CAPITAL FUND**

Ayres Associates Inc	Westcliffe TAP Improvements ROW Phase	1,348.98
Ayres Associates Inc	Powell Ave. Sidewalk Project - Survey	10,081.00
C Bar C Welding	Labor for railings & grates	\$9,782.00
Deere Credit, Inc	Lease Payment	930.74
<b><u>TOTAL CAPITAL FUND EXPENDITURES FOR JANUARY 2024</u></b>		<b>\$22,142.72</b>

General Fund Profit & Loss Budget Performance

	Jan 24	Budget	Jan 24	YTD Budget	Annual Budget
<b>Income</b>					
7000 · General Property Taxes	0.00	5,617.12	0.00	5,617.12	67,405.00
7050 · Specific Ownership Taxes	566.15	666.74	566.15	666.74	8,000.00
7100 · Town Sales Taxes	70,706.29	76,721.75	70,706.29	76,721.75	920,660.45
7101 · Town Sales Tax License	2,433.75	416.74	2,433.75	416.74	5,000.00
7106 · Penalties & Int-Delinquent Tax	0.00	16.74	0.00	16.74	200.00
7115 · Franchise Fee	3,478.20	2,916.74	3,478.20	2,916.74	35,000.00
7125 · Building & Zoning Permits	2,327.00	3,333.37	2,327.00	3,333.37	40,000.00
7126 · Fence & Sign Permits	0.00	150.00	0.00	150.00	1,800.00
7127 · Special Use By Review Permits	0.00	50.00	0.00	50.00	600.00
7130 · Traffic Fines & Ordinances	25.00	8.37	25.00	8.37	100.00
7140 · Liquor Licenses/Special Events	265.00	125.00	265.00	125.00	1,500.00
7148 · Disposable Bag Fee	918.06	0.00	918.06	0.00	0.00
7150 · Cigarette Tax	164.13	166.74	164.13	166.74	2,000.00
7160 · Interest Income	7,403.05	9,282.88	7,403.05	9,282.88	111,395.00
7165 · Miscellaneous Income	1,181.72	83.37	1,181.72	83.37	1,000.00
7200 · Highway Users Tax	2,558.34	2,584.25	2,558.34	2,584.25	31,011.00
7205 · Road & Bridge Funds	0.00	3,027.20	0.00	3,027.20	36,326.62
7300 · Tennis Court Donation Fund	0.00	8.37	0.00	8.37	100.00
7305 · Events Center-Rental Fees	0.00	258.37	0.00	258.37	3,100.00
7310 · Bluff Site Maint. Fee	3,318.94	0.00	3,318.94	0.00	0.00
7315 · Park Usage Fee	525.00	133.37	525.00	133.37	1,600.00
7845 · Federal Grant	0.00	16.74	0.00	16.74	200.00
<b>Total Income</b>	<b>95,870.63</b>	<b>105,583.86</b>	<b>95,870.63</b>	<b>105,583.86</b>	<b>1,266,998.07</b>
<b>Gross Profit</b>	<b>95,870.63</b>	<b>105,583.86</b>	<b>95,870.63</b>	<b>105,583.86</b>	<b>1,266,998.07</b>
<b>Expense</b>					
8000 · Trustees	92.01	333.37	92.01	333.37	4,000.00
8005 · Ordinances & Procedures	737.88	500.00	737.88	500.00	6,000.00
8010 · Colo. Muni League Dues	0.00	77.12	0.00	77.12	925.00
8015 · Elections	344.70	175.00	344.70	175.00	2,100.00
8020 · General Accounting	3,498.99	100.00	3,498.99	100.00	1,200.00
8025 · Auditing	0.00	816.74	0.00	816.74	9,800.00
8030 · Attorney	0.00	2,000.00	0.00	2,000.00	24,000.00
8035 · Insurance - General	15,965.87	1,329.50	15,965.87	1,329.50	15,954.00
8040 · Workman's Compensation	6,868.00	516.74	6,868.00	516.74	6,200.00
8050 · Colorado State Unemployment	67.64	86.27	67.64	86.27	1,035.02
8100 · Town's Share FICA	2,096.70	1,782.48	2,096.70	1,782.48	21,390.42
8110 · Town's Share MEDI	490.36	416.92	490.36	416.92	5,002.60
8115 · Town Share Health Insurance	3,237.46	3,735.87	3,237.46	3,735.87	44,830.00
8120 · Town Share Retirement Fund	1,080.42	1,725.07	1,080.42	1,725.07	20,700.40
8200 · Clerk/Treasurer Wages	5,166.67	4,611.33	5,166.67	4,611.33	55,336.40
8205 · Deputy Clerk	8,974.89	9,345.63	8,974.89	9,345.63	112,148.00
8208 · Communications Manager	3,000.00	3,000.00	3,000.00	3,000.00	36,000.00
8210 · Clerk Education	274.76	83.37	274.76	83.37	1,000.00
8215 · Office Supplies	1,109.74	150.00	1,109.74	150.00	1,800.00
8220 · Town Manager Wages	5,500.00	5,500.00	5,500.00	5,500.00	66,000.00
8225 · Manager/Bldg/Zoning Education	0.00	166.63	0.00	166.63	2,000.00
8235 · Building Inspector	1,281.95	3,012.57	1,281.95	3,012.57	36,150.40
8240 · County Treasurer's Fees	0.00	166.63	0.00	166.63	2,000.00

General Fund Profit & Loss Budget Performance

	Jan 24	Budget	Jan 24	YTD Budget	Annual Budget
8300 · Town Hall Maintenance	2,181.40	416.63	2,181.40	416.63	5,000.00
8308 · Town Hall Utilities	1,195.46	708.37	1,195.46	708.37	8,500.00
8310 · Lease Equipment	0.00	14.00	0.00	14.00	168.00
8315 · Lease Principal	0.00	90.88	0.00	90.88	1,091.22
8316 · Lease Interest	0.00	15.51	0.00	15.51	186.78
8405 · Animal Control	0.00	43.75	0.00	43.75	525.00
8410 · Organizational Membership Du...	0.00	75.00	0.00	75.00	900.00
8505 · Townman Education	0.00	166.63	0.00	166.63	2,000.00
8508 · Street & Park Supervisor	0.00	4,959.91	0.00	4,959.91	59,518.70
8510 · Street and Park Tech Wages	13,463.83	10,439.30	13,463.83	10,439.30	125,271.60
8515 · Street Maintenance & Fuel	2,312.64	4,750.00	2,312.64	4,750.00	57,000.00
8520 · Emergency Snow Removal	0.00	2,500.00	0.00	2,500.00	30,000.00
8525 · Street Lighting	1,156.95	1,250.00	1,156.95	1,250.00	15,000.00
8530 · Vehicle & Equip. Maintenance	1,297.56	2,083.37	1,297.56	2,083.37	25,000.00
8538 · Shop Maintenance	490.65	833.37	490.65	833.37	10,000.00
8540 · Shop Utilities	1,097.36	583.37	1,097.36	583.37	7,000.00
8545 · Highway Barn Utilities	943.12	583.37	943.12	583.37	7,000.00
8550 · Highway Barn Maint.	0.00	166.63	0.00	166.63	2,000.00
8600 · Park Utilities	1,537.38	1,666.63	1,537.38	1,666.63	20,000.00
8605 · Park Maintenance	1,637.00	5,000.00	1,637.00	5,000.00	60,000.00
8700 · Custer County Sheriff	0.00	5,179.13	0.00	5,179.13	62,150.00
8800 · Donations	569.02	2,383.37	569.02	2,383.37	28,600.00
8805 · Grants/Local	0.00	2,083.37	0.00	2,083.37	25,000.00
8806 · American Rescue Plan Expenses	0.00	9,668.19	0.00	9,668.19	116,018.28
8807 · Marketing	489.00	1,250.00	489.00	1,250.00	15,000.00
8810 · Contingencies	0.00	1,666.63	0.00	1,666.63	20,000.00
8811 · Contribution to/fromCapital Fun	0.00	38,333.37	0.00	38,333.37	460,000.00
<b>Total Expense</b>	<b>88,159.41</b>	<b>136,542.02</b>	<b>88,159.41</b>	<b>136,542.02</b>	<b>1,638,501.82</b>
<b>Net Income</b>	<b>7,711.22</b>	<b>-30,958.16</b>	<b>7,711.22</b>	<b>-30,958.16</b>	<b>-371,503.75</b>

**Capital Fund TOWN OF WESTCLIFFE**  
**Profit & Loss Budget Performance**  
 January 2024

	Jan 24	Budget	Jan 24	YTD Budget	Annual Budget
<b>Income</b>					
CRF7160 · Interest Income	5,659.59	4,666.63	5,659.59	4,666.63	56,000.00
CRF7212 · Grant (New Town Property)	0.00	20,833.37	0.00	20,833.37	250,000.00
CRF7220 · Grants (New) RW	0.00	178,327.50	0.00	178,327.50	2,139,930.00
CRF7223 · CDOT Grants (Existing) RW	8,292.14	0.00	8,292.14	0.00	0.00
CRF7270 · Lease Proceeds Verizon Tower	0.00	1,000.00	0.00	1,000.00	12,000.00
CRF7285 · 1% Sales Tax from General Fu...	35,290.64	38,381.25	35,290.64	38,381.25	460,575.00
CRF7810 · Transfers From General Fund	0.00	38,332.93	0.00	38,332.93	460,000.00
<b>Total Income</b>	<b>49,242.37</b>	<b>281,541.68</b>	<b>49,242.37</b>	<b>281,541.68</b>	<b>3,378,505.00</b>
<b>Expense</b>					
CRF9011 · CIP Roadway (Existing)	0.00	25,833.37	0.00	25,833.37	310,000.00
CRF9012 · CIP Town Property (Existing)	9,782.00	33,750.00	9,782.00	33,750.00	405,000.00
CRF9014 · Equipment Debt Service	1,861.48	930.75	1,861.48	930.75	11,169.00
CRF9025 · CIP Roadway (New)	0.00	189,660.43	0.00	189,660.43	2,275,930.00
CRF9026 · CIP-Town Property (New)	0.00	23,958.37	0.00	23,958.37	287,500.00
CRF9027 · CIP-Equipment (New)	0.00	4,416.63	0.00	4,416.63	53,000.00
CRF9101 · Improvements-Design	11,429.98	3,750.00	11,429.98	3,750.00	45,000.00
<b>Total Expense</b>	<b>23,073.46</b>	<b>282,299.55</b>	<b>23,073.46</b>	<b>282,299.55</b>	<b>3,387,599.00</b>
<b>Net Income</b>	<b>26,168.91</b>	<b>-757.87</b>	<b>26,168.91</b>	<b>-757.87</b>	<b>-9,094.00</b>

CUSTER COUNTY SHERIFF'S OFFICE						
4TH QUARTER 2023						
	COUNTY		SC		WC	
911 HANG UP/MISDIAL/OPEN LINE	68	72%	8	8%	19	20%
ABANDONED VEHICLE	17	71%	0	0%	7	29%
ALARM	0	0%	3	43%	4	57%
ANIMAL BITES/COMPLAINT	33	62%	6	11%	14	26%
ASSAULT	4	67%	0	0%	2	33%
ASSIST CITIZEN	32	44%	4	6%	36	50%
ASSIST OTHER AGENCY	30	63%	9	19%	9	19%
BACKCOUNTRY RESCUE	3	100%	0	0%	0	0%
BAR CHECK	0	0%	6	100%	0	0%
BURGLARY	4	57%	2	29%	1	14%
BUSINESS CHECK	1	4%	10	37%	16	59%
CIVIL / STANDBY / PAPERS	31	53%	13	22%	14	24%
CODE ENFORCEMENT VIOLATION	0	0%	6	38%	10	63%
COMMUNITY POLICING	1	25%	0	0%	3	75%
CRIMINAL MISCHIEF	1	25%	2	50%	1	25%
DISTURBANCE	6	55%	3	27%	2	18%
DRUG INFORMATION	2	67%	0	0%	1	33%
FIRE/SMOKE	81	85%	5	5%	9	9%
FRAUD	8	47%	1	6%	8	47%
FUNERAL ESCORT	0	0%	0	0%	1	100%
HARASSMENT	3	38%	1	13%	4	50%
INFORMATION	24	40%	15	25%	21	35%
INTOXICATED DRIVER	3	75%	0	0%	1	25%
KIDNAPPING	1	100%	0	0%	0	0%
LOST/FOUND PET / PROPERTY	6	55%	1	9%	4	36%
MEDICAL	75	54%	27	19%	38	27%
MISSING PERSON	1	50%	1	50%	0	0%
MV THEFT	1	100%	0	0%	0	0%
OTHER	62	29%	12	6%	142	66%
PROTECTION ORDER VIOL	0	0%	0	0%	1	100%
SEX OFFENDER / HOME VISIT	2	33%	3	50%	1	17%
SEXUAL ASSAULT	0	0%	0	0%	1	100%
SUICIDAL SUBJECT	4	80%	0	0%	1	20%
SUSPICIOUS ACTIVITY	17	61%	2	7%	9	32%
THEFT	8	57%	1	7%	5	36%
TRAFFIC ACCIDENT	2	67%	1	33%	0	0%
TRAFFIC INCIDENT/COMPLAINT	83	81%	14	14%	5	5%
TRAFFIC STOP	114	62%	25	14%	44	24%
TRESPASS	16	84%	0	0%	3	16%
WEAPON LAW VIOLATION	2	25%	2	25%	4	50%
WELFARE CHECK	28	67%	3	7%	11	26%
	774	55%	186	13%	452	32%

**TOWN OF WESTCLIFFE  
REQUEST TO BE PLACED ON AGENDA**

Office of the Town Clerk  
P.O. Box 406  
Westcliffe, CO. 81252  
[townclerk@townofwestcliffe.com](mailto:townclerk@townofwestcliffe.com)  
719-783-2282

X Westcliffe Town Board \_\_\_\_\_ Board of Adjustments

\_\_\_\_\_ Westcliffe Planning Commission

Here are things you need to know:

- You must contact the Town staff prior to coming to the Board. Quite often the issue can be resolved by staff action.
- Please plan on attending the meeting. The Board of Trustees will be unable to take action without a representative in attendance.

Please complete the following information and return this form no later than ten (10) days prior to the Board meeting to the above address or bring it to the Town Hall at 1000 Main Street our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. (Regular Board meetings are scheduled for the third Tuesday of each month.)

Name of person making presentation: Jeremink Coleman

Organization, if speaking on behalf of a group: Wet Mountain Fire Protection District

Is this a request for Board action? Yes  No

Please provide a summary of your comments:

Update on Fire department stats and plans.

What staff member have you spoken to about this? Please summarize your discussion:

Kathy - I had asked to be placed on the agenda to provide information about the Fire Department

Contact information:

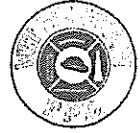
Name: Jeremiah Coleman  
Mailing Address: P.O. Box 324, Westcliffe, CO 81252

email: wmfodchief@gmail.com  
Daytime Phone: 719-371-8954

# Wet Mountain Fire Protection District

Westcliffe, CO

This report was generated on 1/17/2024 9:57:13 AM



## Total Incidents per Personnel for Date Range

Personnel: All Personnel | Sort By: Personnel | Start Date: 01/01/2023 | End Date: 12/31/2023

PERSONNEL	COUNT	PERCENTAGE
<u>Anderson 3M40, Alex</u>	57	18.04 %
<u>Beachy 3M521, Fred</u>	190	60.13 %
<u>Bills 3M512, Brian</u>	14	4.43 %
<u>Bomgardner 3M511, Ty</u>	95	30.06 %
<u>Boss 3M532, Shane</u>	102	32.28 %
<u>Buckley 3M518, Chuck</u>	13	4.11 %
<u>Burke 3M517, Forrest J</u>	27	8.54 %
<u>Carlin 3M520, Chloe</u>	26	8.23 %
<u>Carlin 3M528, Chase</u>	6	1.90 %
<u>Coleman 3M1, Jeremiah</u>	152	48.10 %
<u>Ellis 3M542, Cory</u>	2	0.63 %
<u>Etter 3M524, Winter</u>	46	14.56 %
<u>Faggiano 3M3, Brian S</u>	45	14.24 %
<u>Genimore 3M514, Jordan</u>	23	7.28 %
<u>Flynn 3M543, Drew</u>	7	2.22 %
<u>Graber 3M548, Shania</u>	5	1.58 %
<u>Grundy 3M544, Wyatt</u>	2	0.63 %
<u>Jones 3M522, Tamara D</u>	29	9.18 %
<u>Kreckle 3M523, Monica</u>	58	18.35 %
<u>Kreckle 3M526, Richard</u>	63	19.94 %
<u>Lawler 3M533, Ray</u>	75	23.73 %
<u>Lewsader 3M515, Kole</u>	10	3.16 %
<u>Miller 3M52, Justin</u>	45	14.24 %
<u>Moos 3M41, Michael J</u>	178	56.33 %
<u>Munson 3M551, Teri</u>	1	0.32 %
<u>Nolting 3M2, Matthew J</u>	9	2.85 %
<u>Raber, Elias</u>	7	2.22 %
<u>Rover, API</u>	4	1.27 %
<u>Stafford 3M541, Ben</u>	33	10.44 %
<u>Tillotson 3M2, John</u>	75	23.73 %
<u>Tillotson 3M53, Noah</u>	55	17.41 %
<u>Wagler 3M519, Cody</u>	56	17.72 %
<u>Yoder 3M525, Jacob</u>	60	18.99 %
Sum of Individual Responses	1570	
Total Incidents for Date Range	316	

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.

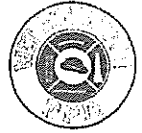




# Wet Mountain Fire Protection District

Westcliffe, CO

This report was generated on 1/17/2024 9:40:52 AM



## Average Response Time for Zone for Date Range

Zone: All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023

ZONE TITLE	AVERAGE RESPONSE TIME IN MINUTES (DISPATCH TO ARRIVED)
OT - Other	72.88
FC - Fremont County	42.36
CCSO - Unincorporated Custer County	41.67
300 - C.R. 300s	29.08
96wetmore - Hwy 96 after MM17-Wetmore	26.42
165 - Hwy165	25.54
100 - C.R. 100's	21.39
200 - C.R. 200's	20.65
69S - Hwy 69 South	17.39
96wmfpd - Hwy 96 to MM17-WMFPD	16.62
69N - Hwy 69 North	14.51
SC - Silver Cliff	13.91
Westcliffe - Westcliffe (City Limits)	12.11

Only REVIEWED incidents included This report shows the time in decimal format. Excludes "Cancelled" apparatus.



emergencyreporting.com

Doc Id: 38

Page # 1 of 1

# Wet Mountain Fire Protection District

Westcliffe, CO

This report was generated on 1/17/2024 9:38:07 AM



## Average Turnout Time (Dispatch to Enroute) per Apparatus for Date Range

Start Date: 01/01/2023 | End Date: 12/31/2023

APPARATUS	TURNOUT TIME (min) (Dispatch to Enroute)
901	6:14
911	8:01
951	8:53
952	10:09
954	8:39
961	7:26
962	9:03
963	7:06
965	7:01
966	5:28
967	7:46
971	4:18
972	6:08
993	4:18
POV	7:43
<b>AVERAGE TURNOUT TIME:</b>	<b>7:13</b>

Report calculates the average time difference between DISPATCH and ENROUTE for each apparatus. Only incidents where ENROUTE time is provided are included. "Cancelled Apparatus" Times Are included in the calculation of this Report.



### Training Plan for a 2 Year Cycle

	Year 1	Year 2
January	Ice Rescue (Saturday hands on)	BLS
February	ERG and HazMat Awareness	SCBA & PPE, Fit test, Cascade
March	Wildland Refresher	Wildland Refresher
April	Water Supply/Pumping <small>Switch depending on weather</small>	Extrication/Stabilization <small>Switch depending on weather</small>
May	Extrication/Stabilization	Water Supply/Drafting
June	Water Rescue - Shore and Boat	Hose loads and deployment
July	Car fire, structure fire extinguishment	Car fire, flash over box
August	Search, VEIS, Forceable Entry	Advance Extrication and tools
September	EVOC Refresher - Online and/or driving	EVOC - Online and driving
October	Entrapment, Entanglement, Confined	MVA Scene Safety, TIMS
November	Extrication tools, TIC, Communication	Flow path, TIC, Comms, Extrication tools
December	Fitness, obstacle course, ladders	Fitness, obstacle course, ladders
Extras	HazMat - Awareness	Multiple Call Night



Rexel

Distributor for Chargepoint  
They  
Deliver

This Quotation supersedes all previous quotations and agreements relating to this transaction. Unless otherwise stated on this document: (i) Our quotation for your use in submitting a job or project bid to your customer expires 30 days from the date hereof, and may be withdrawn earlier by us if prior to acceptance of your bid. (ii) All other quotations are subject to price increases in effect through time of shipment.

www.rexelusa.com

To: Town of Westcliffe  
Attn: Caleb Patterson

From: R. BRADLEY

Job: Level 2 w/ 5 Years of Network & Warranty  
ChargePoint BOM

Date: 7/6/2023

Rexel Quote #: 16274RB

QTY	TYPE	DESCRIPTION	UNIT PRICE	EXTENDED
		ChargePoint BOM		\$ -
2		Part #CT4021-GW1 Dual Port - Bollard Mount - Gateway Unit 208/240V @30A w/Cord Management, 18' Cord	\$ 7,568.00	\$ 15,136.00
2		Part #CT4001-CCM CT4000 Concrete Mtg Kit, Bolts, Template, Accessories. ***One needed per unit***	\$ 102.00	\$ 204.00
0		Part #CT4000-PMGMT CT4000 - Power Mgmt Kit. Allows both ports of the CT4000 to share a single 40A circuit.	\$ 53.00	\$ -
4		Part # CPCLD-COMMERCIAL-5 5-Year Network Service Plans (per port) Designed for employees, businesses, and the government, this plan includes 24x7x365 driver support, access control, general reporting, OTA upgrades, payment processing, flexible pricing policies, reservations and more.	\$ 1,469.00	\$ 5,876.00
2		Part #CT4000-ASSURE-5 5-Year Prepaid of ChargePoint ASSURE. Includes Parts & Labor Warranty, Remote technical support, on-site repairs when needed. Unlimited Configuration changes, and reporting. Unit Priced Per Station.	\$ 2,474.00	\$ 4,948.00
0		Part #CPSUPPORT-SITEVALID Customer works with their own contractor to perform and station installation services. ChargePoint will then engage an authorized CP Partner to perform Site Validation of electrical capacity, XFMR, panels, breakers, wiring, cellular coverage, and the station installation meets all of CP's published requirements and local codes. Upon successful site validation, the customer will be eligible to obtain warranty coverage under ASSURE program. Unit Priced Per Electrical Panel.	\$ 595.00	\$ -
2		Part # CPSUPPORT-ACTIVE (per station) Station Activation & Configuration Service, Activate ChargePoint Service Plans and Warranties, Configure Radio Groups, Configure Custom Groups, Configure Connections, Configure Access Control, Configure Visibility Control, Configure Pricing, Configure Reports and Alerts.	\$ 329.00	\$ 658.00
1		CP Promo CT4000	\$ (2,800.00)	\$ (2,800.00)
2		Part #CP-FREIGHT  Please note the following: Freight is included in this BOM. Lead time currently 6-8 weeks. Pricing is valid for 30 days. 5-Year of Network Services included. 5-Year of ASSURE Warranty (Parts & Labor) Included. Power Mgmt adapter is unit priced, if needed, but not added to the quote. ChargePoint is returnable, but re-stock fee will apply. No cellular booster is included in this BOM.	\$ 190.00	\$ 380.00
<b>Total:</b>				<b>\$ 24,402.00</b>

All sales transactions are subject to credit approval. Any quotation and all transactions with Rexel are conditioned upon Rexel's Terms and Conditions of Sale located at <http://www.rexelusa.com/terms>. Quotation is valid for 30 days after the date of issue unless otherwise specified. Items subject to governmental tariffs effective on or after quotation will be price in effect at time of shipment unless otherwise specified. Quotation for commodity items is valid for the day of the quote unless otherwise specified. All amounts quoted do not include state, local or municipal taxes. Taxes are added at time of sale.

Agenda C



Rexel

This Quotation supersedes all previous quotations and agreements relating to this transaction. Unless otherwise stated on this document: (i) Our quotation for your use in submitting a job or project bid to your customer expires 30 days from the date hereof, and may be withdrawn earlier by us if prior to acceptance of your bid. (ii) All other quotations are subject to price increases in effect through time of shipment.

[www.rexelusa.com](http://www.rexelusa.com)

To: Town of Westcliffe  
Attn: Caleb Patterson

From: R. BRADLEY

Job: ChargePoint BOM  
DCFC w/ 5 years of network & warranty

Date: 7/6/2023

Rexel Quote #: 16272RB

QTY	TYPE	DESCRIPTION	UNIT PRICE	EXTENDED
		ChargePoint BOM		\$ -
1		Part #CPE250C-625-CCS1-200A-CHD ChargePoint Express 250 Station (62.5kW) Includes Express 250 Station, 2X Power Modules, 1X CCS1 200A cable, 1X CHAdEMO cable, North America Modem/SIM, cUL and UL Listed, requires CPE250-CMT-IMPERIAL in US, CPE250-CMT-METRIC in Canada. CPE250-CMT-IMPERIAL/METRIC not included.	\$ 48,941.00	\$ 48,941.00
1		Part #CPE250-TOOLKIT-F The kit required for each CPE250 station that is to be installed in a paired configuration.	\$ -	\$ -
1		Part #DC-UNIVERSAL-CMT-METRIC Required metal bracket to align conduits and mounting bolts for DC power delivery products when cable entrance is from below. This bracket is to be installed into the foundation before the concrete pad is poured. Metric Units. Required for CPE250 and PDD Series.	\$ -	\$ -
1		Part #CPE250-ASSURE-5 5-Year ChargePoint Assure, prepaid for CPE250. Parts and On-Site Labor to repair or replace any manufacturing defects. Includes remote monitoring of station and proactive repair dispatch. Priced per CPE250 Station.	\$ 12,892.00	\$ 12,892.00
1		Part #CPE250-COMMISSIONING On-Site Validation of electrical capacity, transformers, panels, breakers, cellular coverage, and that the station installation meets all ChargePoint published requirements. Note a failed Commissioning will incur a second validation fee to repeat the validation after the site deficiencies are corrected. Priced per CPE250 Station.	\$ 898.00	\$ 898.00
1		Part #CPCLD-ENTERPRISE-DC-5 5-Yr Prepaid, DC, Enterprise Cloud Plan. Please reference spec sheet for additional info on Cloud Commercial Network Plan. Priced per CPE250 Station.	\$ 5,100.00	\$ 5,100.00
1		Part #CPSUPPORT-ACTIVE (per station) Station Activation & Configuration Service, Activate ChargePoint Service Plans and Warranties, Configure Radio Groups, Configure Custom Groups, Configure Connections, Configure Access Control, Configure Visibility Control, Configure Pricing, Configure Reports and Alerts.	\$ 329.00	\$ 329.00
1		CP Promo CPE250	\$ (5,000.00)	\$ (5,000.00)
1		Part #CP-FREIGHT  <u>Please note the following:</u> Freight is Included in this BOM. Lead time currently 2-3 weeks. Pricing is valid for 30 days. 5-Year of Network Services included. 5-Year of ASSURE Warranty (Parts & Labor) included. Power Mgmt adapter is unit priced, if needed, but not added to the quote. ChargePoint is returnable, but re-stock fee will apply. No cellular booster is included in this BOM.	\$ 2,100.00	\$ 2,100.00
			Total:	\$ 65,260.00

- Per 5 yr

- Per 5 yr

All sales transactions are subject to credit approval. Any quotation and all transactions with Rexel are conditioned upon Rexel's Terms and Conditions of Sale located at <http://www.rexelusa.com/terms>. Quotation is valid for 30 days after the date of issue unless otherwise specified. Items subject to governmental tariffs effective on or after quotation will be price in effect at time of shipment unless otherwise specified. Quotation for commodity items is valid for the day of the quote unless otherwise specified. All amounts quoted do not include state, local or municipal taxes. Taxes are added at time of sale.

WESTCLIFFE PLANNING COMMISSION  
TOWN OF WESTCLIFFE  
WEDNESDAY, JANUARY 3, 2024  
REGULAR MEETING

-Page 2 -

NEW BUSINESS

- a. **Discuss and advise to look for developers and products for Proposition 123.**

The town manager wanted direction from the commission to go ahead with affordable housing.

**ACTION:** Mr. Jagow moved, and Mr. Lund seconded to continue with affordable housing. Motion failed.

**ACTION:** Mr. Jagow rescinded his motion and Mr. Lund seconded it.

**ACTION:** Mr. Jagow moved, and Mr. Lund seconded the recommendation to The Board of Trustees to move forward with affordable housing. Motion carried.

- b. **Discuss and review with The Master Plan Committee and set up a workshop.**

The workshop is scheduled for January 23, 2024, at 2:00 pm.

- c. **Discuss the lots south of town that the Town of Westcliffe owns.**

This was requested to be discussed at the workshop on January 17, 2024, at 1:00 pm.

Mr. Lund moved, and Mr. Jagow seconded to adjourn. Motion carried.

ADJOURN

Recorded by:  
Wanda Jennings  
Deputy Clerk

**WESTCLIFFE PLANNING COMMISSION  
TOWN OF WESTCLIFFE  
WEDNESDAY, FEBRUARY 7<sup>th</sup>, 2024  
REGULAR MEETING**

**-Page 1 -**

**CALL TO ORDER**

Mr. Lund called the meeting to order at 3:00 P.M.

**ROLL CALL**

The following members were present: Mr. Lund, Mr. Fulton, Mr. Jagow, and Mr. Van Doren,

**ABSENT:** Chairman Patterson and Mr. Wenke

**PLEDGE OF ALLEGIANCE:** Mr. Lund led the Pledge of Allegiance

**OTHERS PRESENT:** Town Attorney Boucher (Zoom), Town Manager Patterson, and Deputy Clerk Jennings

**APPROVAL OF MINUTES**

**ACTION:** Mr. Fulton moved, and Mr. Jagow seconded to approve the January 3<sup>rd</sup>, 2024 minutes. Motion carried.

**OLD BUSINESS**

- a. **Discuss Title 3, Section 1, Chapter 2, 2018 Tiny Homes update.**

**ACTION:** Mr. Lund moved, and Mr. Van Doren seconded recommending to the Board of Trustees to adopt 2018 Appendix Q, Title 3, Section 1, Chapter 2, Tiny Homes. Motion carried.

- b. **Discuss, consider, and recommend amending Title 10, Chapter 4, Section 3, Outdoor Lighting.**

This was tabled until the March meeting.

- c. **Review, discuss, and consider amending Title 10, Chapter 1, Section 16(H) renewal for Short-term Vacation Rental.**

**ACTION:** Mr. Lund moved, and Mr. Jagow seconded to recommend not to make any changes to the code regarding the short-term rental. Motion carried.

**NEW BUSINESS-NONE**

Public Comment-NONE

Mr. Lund moved, and Mr. Van Doren seconded to adjourn. Motion carried.

**ADJOURN**

Recorded by:  
Wanda Jennings  
Deputy Clerk

## APPENDIX Q

# TINY HOUSES

*This provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.*

### User note:

*About this appendix: Appendix Q relaxes various requirements in the body of the code as they apply to houses that are 400 square feet in area or less. Attention is specifically paid to features such as compact stairs, including stair handrails and headroom, ladders, reduced ceiling heights in lofts and guard and emergency escape and rescue opening requirements at lofts.*

### SECTION AQ101 GENERAL

**AQ101.1 Scope.** This appendix shall be applicable to *tiny houses* used as single *dwelling units*. *Tiny houses* shall comply with this code except as otherwise stated in this appendix.

### SECTION AQ102 DEFINITIONS

**AQ102.1 General.** The following words and terms shall, for the purposes of this appendix, have the meanings shown herein. Refer to Chapter 2 of this code for general definitions.

**EGRESS ROOF ACCESS WINDOW.** A *skylight* or roof window designed and installed to satisfy the emergency escape and rescue opening requirements of Section R310.2.

**LANDING PLATFORM.** A landing provided as the top step of a stairway accessing a *loft*.

**LOFT.** A floor level located more than 30 inches (762 mm) above the main floor, open to the main floor on one or more sides with a ceiling height of less than 6 feet 8 inches (2032 mm) and used as a living or sleeping space.

**TINY HOUSE.** A *dwelling* that is 400 square feet (37 m<sup>2</sup>) or less in floor area excluding *lofts*.

### SECTION AQ103 CEILING HEIGHT

**AQ103.1 Minimum ceiling height.** *Habitable space* and hallways in *tiny houses* shall have a ceiling height of not less than 6 feet 8 inches (2032 mm). Bathrooms, toilet rooms and kitchens shall have a ceiling height of not less than 6 feet 4 inches (1930 mm). Obstructions including, but not limited to, beams, girders, ducts and lighting, shall not extend below these minimum ceiling heights.

**Exception:** Ceiling heights in *lofts* are permitted to be less than 6 feet 8 inches (2032 mm).

### SECTION AQ104 LOFTS

**AQ104.1 Minimum loft area and dimensions.** *Lofts* used as a sleeping or living space shall meet the minimum area and dimension requirements of Sections AQ104.1.1 through AQ104.1.3.

**AQ104.1.1 Minimum area.** *Lofts* shall have a floor area of not less than 35 square feet (3.25 m<sup>2</sup>).

**AQ104.1.2 Minimum dimensions.** *Lofts* shall be not less than 5 feet (1524 mm) in any horizontal dimension.

**AQ104.1.3 Height effect on loft area.** Portions of a *loft* with a sloped ceiling measuring less than 3 feet (914 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the *loft*.

**Exception:** Under gable roofs with a minimum slope of 6 units vertical in 12 units horizontal (50-percent slope), portions of a *loft* with a sloped ceiling measuring less than 16 inches (406 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the *loft*.

**AQ104.2 Loft access.** The access to and primary egress from *lofts* shall be of any type described in Sections AQ104.2.1 through AQ104.2.4.

**AQ104.2.1 Stairways.** Stairways accessing *lofts* shall comply with this code or with Sections AQ104.2.1.1 through AQ104.2.1.5.

**AQ104.2.1.1 Width.** Stairways accessing a *loft* shall not be less than 17 inches (432 mm) in clear width at or above the handrail. The width below the handrail shall be not less than 20 inches (508 mm).

**AQ104.2.1.2 Headroom.** The headroom in stairways accessing a *loft* shall be not less than 6 feet 2 inches (1880 mm), as measured vertically, from a sloped line connecting the tread or landing platform nosings in the middle of their width.

**AQ104.2.1.3 Treads and risers.** Risers for stairs accessing a *loft* shall be not less than 7 inches (178 mm) and not more than 12 inches (305 mm) in height. Tread depth and riser height shall be calculated in accordance with one of the following formulas:

1. The tread depth shall be 20 inches (508 mm) minus four-thirds of the riser height.
2. The riser height shall be 15 inches (381 mm) minus three-fourths of the tread depth.

**AQ104.2.1.4 Landing platforms.** The top tread and riser of stairways accessing *lofts* shall be constructed as a *landing platform* where the *loft* ceiling height is less



than 6 feet 2 inches (1880 mm) where the stairway meets the *loft*. The *landing platform* shall be 18 inches to 22 inches (457 to 559 mm) in depth measured from the nosing of the landing platform to the edge of the *loft*, and 16 to 18 inches (406 to 457 mm) in height measured from the *landing platform* to the *loft* floor.

**AQ104.2.1.5 Handrails.** Handrails shall comply with Section R311.7.8.

**AQ104.2.1.6 Stairway guards.** Guards at open sides of stairways shall comply with Section R312.1.

**AQ104.2.2 Ladders.** Ladders accessing *lofts* shall comply with Sections AQ104.2.1 and AQ104.2.2.

**AQ104.2.2.1 Size and capacity.** Ladders accessing *lofts* shall have a rung width of not less than 12 inches (305 mm), and 10-inch (254 mm) to 14-inch (356 mm) spacing between rungs. Ladders shall be capable of supporting a 200-pound (75 kg) load on any rung. Rung spacing shall be uniform within  $\frac{3}{8}$  inch (9.5 mm).

**AQ104.2.2.2 Incline.** Ladders shall be installed at 70 to 80 degrees from horizontal.

**AQ104.2.3 Alternating tread devices.** Alternating tread devices accessing *lofts* shall comply with Sections R311.7.11.1 and R311.7.11.2. The clear width at and below the handrails shall be not less than 20 inches (508 mm).

**AQ104.2.4 Ship's ladders.** Ship's ladders accessing *lofts* shall comply with Sections R311.7.12.1 and R311.7.12.2. The clear width at and below handrails shall be not less than 20 inches (508 mm).

**AQ104.2.5 Loft Guards.** *Loft* guards shall be located along the open side of *lofts*. *Loft* guards shall be not less than 36 inches (914 mm) in height or one-half of the clear height to the ceiling, whichever is less.

## SECTION AQ105

### EMERGENCY ESCAPE AND RESCUE OPENINGS

**AQ105.1 General.** *Tiny houses* shall meet the requirements of Section R310 for emergency escape and rescue openings.

**Exception:** *Egress roof access windows* in *lofts* used as sleeping rooms shall be deemed to meet the requirements of Section R310 where installed such that the bottom of the opening is not more than 44 inches (1118 mm) above the *loft* floor, provided the egress roof access window complies with the minimum opening area requirements of Section R310.2.1.

Agenda E

**Caleb Patterson**

---

**From:** Berry - CEO He Him, Adam <adam.berry@state.co.us>  
**Sent:** Thursday, January 18, 2024 4:31 PM  
**To:** townmanager@townofwestcliffe.com  
**Subject:** Updating a building code and triggering energy code adoption requirements

Good afternoon Caleb,

As we discussed on the phone, it is the interpretation of the Colorado Energy Office that any modification to any building code, which includes adopting a new code, adopting an appendix to a code, or adopting any amendments to an existing code, constitutes an "update" to a building code that triggers the mandatory adoption of the state's minimum required energy code. In this case, the minimum required energy code is the 2021 International Energy Conservation Code and the Colorado Model Electric Ready and Solar Ready Code, or an equivalent or stronger code (pursuant to House Bill 22-1362, C.R.S. 31-15-602(3.5)(a)).

Please let me know if you have additional questions.

Best,  
Adam

--  
**Adam Berry (he/him)**  
**Senior Program Manager, Building Codes**



Phone: 720-665-1357  
1600 Broadway, Suite 1960, Denver, CO 80202  
[adam.berry@state.co.us](mailto:adam.berry@state.co.us) | [energyoffice.colorado.gov](http://energyoffice.colorado.gov)

*Under the Colorado Open Records Act (CORA), all messages sent by or to me on this state-owned e-mail account may be subject to public disclosure.*

**Caleb Patterson**

---

**From:** Cutter, Craig <Craig.Cutter@blackhillscorp.com>  
**Sent:** Monday, January 29, 2024 2:06 PM  
**To:** Caleb Patterson (townmanager@townofwestcliffe.com)  
**Subject:** Black Hills

Good afternoon Caleb. Our estimator has designed and calculated a budgetary cost to change out all your remaining HPS streetlights and convert them to LED meeting the dark Skies compliance. We've broken it down to 4 separate costs based on the style of light.

24- normal cobrahead lights we used on the last project spread throughout the town \$19,000

32- 50w Decorative lights on Main St \$98,000

32-100w Decorative lights on Main St \$105,000

10-cobrahead lights we used on the last project to replace the shoebox lights in Adams Subdivision \$11,000

You will have to determine which lights you will want to have installed on Main St, the 50w or the 100w lights, 32 being the total number of decorative lights. These are budgetary costs for your consideration. Let me know if you would like actual costs based on which lights you would like to move forward with.

Thanks,

Craig

**Craig Cutter Black Hills Energy Utility Construction Project Planner 719-269-6982**

---

This electronic message transmission contains information from Black Hills Corporation, its affiliate or subsidiary, which may be confidential or privileged. The information is intended to be for the use of the individual or entity named above. If you are not the intended recipient, be aware the disclosure, copying, distribution or use of the contents of this information is prohibited. If you received this electronic transmission in error, please reply to sender immediately, then delete this message without copying it or further reading.

Aquada



**COLORADO**  
Department of Transportation  
Office of the Chief Engineer

Traffic Safety and Engineering Services  
2829 W. Howard Pl., 4<sup>th</sup> Floor  
Denver, CO 80204

DATE: December 15, 2023  
TO: City/County Transportation Officials  
FROM: David Swenka, PE, PTOE,  
Safety Programs, Data and Analysis Manager  
CDOT Traffic Safety Engineering Services  
RE: Notice of Funding Opportunity for Federal Highway Safety Improvement Program (HSIP) Local Agency Projects

Applications for HSIP program funds for state fiscal year (FY) 2027 (July 2026 to June 2027) are being accepted at this time. Approximately \$20 million is anticipated to be available for safety improvement projects along local off-system (non-state owned) public roads across Colorado. This total amount will be distributed based on the proportion of crashes that have occurred within each CDOT Region.

To request federal funding assistance for a traffic safety improvement project in your jurisdiction, please complete an application (attached) for each project to be considered for funding. Mail or email the completed application(s) to your local CDOT regional traffic engineer shown below. CDOT staff will review the applications and forward to this office for further evaluation and prioritization. Applications must be received by your region traffic engineer no later than **February 23, 2024**. To determine your region, please refer to the map on the following page.

### Colorado Department of Transportation Region & State Traffic Engineers

Alazar Tesfaye - Region 1 Traffic Engineer 2829 W. Howard Pl Denver, CO 80204 <a href="mailto:alazar.tesfaye@state.co.us">alazar.tesfaye@state.co.us</a> (303) 512-4040	Jason Nelson - Region 2 Traffic Engineer 5615 Wills Blvd Pueblo, CO 81009 <a href="mailto:jason.nelson@state.co.us">jason.nelson@state.co.us</a> (719) 546-5411
Zane Znamenacek - Region 3 Traffic Engineer 222 S 6th St, Room 100 Grand Junction, CO 81501 <a href="mailto:zane.znamenacek@state.co.us">zane.znamenacek@state.co.us</a> (970) 683-6275	Katrina Kloberdanz - Region 4 Traffic Engineer 10601 W. 10 <sup>th</sup> St Greeley, CO 80634 <a href="mailto:katrina.kloberdanz@state.co.us">katrina.kloberdanz@state.co.us</a> (970) 350-2211
Jennifer Allison - Region 5 Traffic Engineer 3803 Main Ave, Suite 100 Durango, CO 81301 <a href="mailto:jennifer.allison@state.co.us">jennifer.allison@state.co.us</a> (970) 385-1449	San Lee - HQ State Traffic Engineer 2829 W. Howard Pl Denver, CO 80204 <a href="mailto:san.lee@state.co.us">san.lee@state.co.us</a> (303) 757-9345



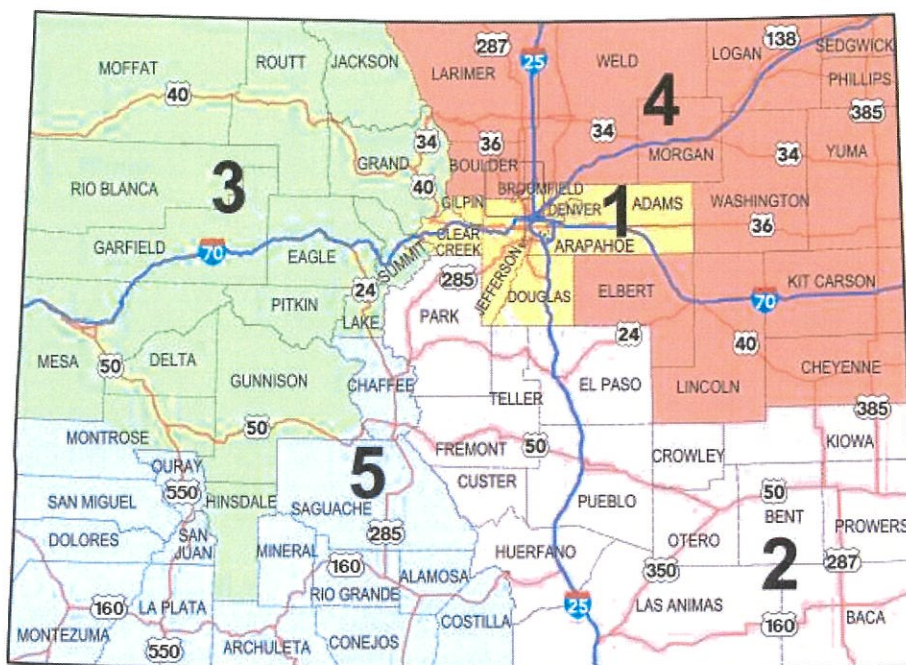


Traffic Safety and Engineering Services  
2829 W. Howard Pl., 4<sup>th</sup> Floor  
Denver, CO 80204

Any project selected for funding under the HSIP must be included in or added to the Statewide Transportation Improvement Program (STIP) and, if in an urban area, in the appropriate Transportation Improvement Program (TIP) of the respective Metropolitan Planning Organization (MPO).

Please complete the enclosed application form for each project of interest and submit with supporting documents. All requests will be considered only for state fiscal year 2027 funding. Note that funding is contingent on the continuation of this federal safety program. The application process, final analysis, and award notification are expected to be completed by April 26, 2024. Your participation in this program is greatly appreciated.

### CDOT Region Boundary Map



### HSIP Funding Distribution by Region

- Region 1: 52.9% (\$10.6M)
- Region 2: 16.9% (\$3.4M)
- Region 3: 9.3% (\$1.9M)
- Region 4: 17.2% (\$3.4M)
- Region 5: 3.7% (\$0.7M)



Agenda h



Traffic Safety and Engineering Services  
2829 W. Howard Pl., 4<sup>th</sup> Floor  
Denver, CO 80204

## Federal Highway Safety Improvement Program

The Highway Safety Improvement Program (HSIP) is a core federal-aid program to states for the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads. The program provides federal funds (90% federal, 10% state/local) for infrastructure projects that improve highway safety at locations where there is potential for crash reduction. Observed crash history and effectiveness of the proposed safety improvements are factors in the criteria for evaluating applications.

Safety improvements along all public roadways, including non-state-owned roads and roads on tribal land, within your jurisdiction are eligible for HSIP funding. If there is a safety improvement desired along a state highway, please check with your local regional traffic engineer if the proposed project is viable before applying. Safety improvement projects that are along non-state highways will be considered higher priority.

Applications should request no less than \$250,000. The overhead is about the same for any size project and the cost effectiveness of the federal dollars diminish below this amount. Multiple project locations can be combined in an application to meet this \$250,000 threshold. Design costs can be included in the requested amount. Additionally, projects that include costs for right-of-way are allowed but not recommended because of the long lead time often required for right-of-way acquisition.

Candidate site specific projects that have a potential for crash reduction will be considered for funding prioritization. The data driven methodology of project evaluation is based on meeting the criteria of the location experiencing a higher-than-expected crash frequency or the detection of a correctable crash pattern that can be mitigated by the project. CDOT will calculate the level of service of safety (LOSS) analysis and crash pattern analysis along with a benefit to cost (B/C) ratio in accordance with the HSIP procedural manual available at: <https://www.codot.gov/safety/traffic-safety/safety-programs-data/hsip>

Site specific projects that exhibit a potential for crash reduction upon evaluation will then be prioritized for funding ranked by the calculated B/C ratio; however, projects focusing on safety improvements along high-risk rural roads (HRRR, which are typically low volume rural roads) or safety improvements targeting crashes involving vulnerable roadway users (VRU: pedestrians, bicyclists) may be evaluated systemically. These projects must comprise of new low-cost safety improvements applied at multiple (two or more) locations to address potential rural roadway departures or VRU collisions. These types of projects are not subject to meeting a minimum b/c ratio but must show characteristics or risk factors that may lead to potential crashes.

25% of each region's funding distribution totals is set aside for these types of systemic applications (except for Region 5, which will be 50%). Funding requests for systemic projects exceeding \$500,000 will not qualify for the set aside and will be evaluated and prioritized the same as site specific projects. More information about the systemic approach can be found on the Federal Highway Administration's website: <https://safety.fhwa.dot.gov/systemic/>





Traffic Safety and Engineering Services  
2829 W. Howard Pl., 4<sup>th</sup> Floor  
Denver, CO 80204

Local agencies that are awarded a grant are required to have an approved Title VI Plan on file with CDOT's Civil Rights and Business Resource Center (CRBRC). Should your agency be selected to receive an award, you will be contacted by CRBRC staff to confirm this Title VI Plan requirement is met. Further information about this requirement can be found on CRBRC's website at: <https://www.codot.gov/business/civilrights/titlevi/fhwa-subrecipients>

Planned project advertisement dates should be no later than June 2027, otherwise applications may be deferred until the next local agency call for projects for FY 2028. Please be conservative in anticipating project advertisement/construction dates for your project. Awarded funding can be advanced for pre-construction activities (e.g., design) or if the project is ready to go to advertisement sooner than expected. If, however, the project is delayed beyond the fiscal year requested, funding is not guaranteed. The state has the right to rescind awarded funding under those circumstances.

Questions regarding the application process and evaluation criteria can be directed to:

David Swenka, PE, PTOE, CDOT HQ Traffic Safety and Engineering Services  
[david.swenka@state.co.us](mailto:david.swenka@state.co.us), (303) 512-5103

Distribution: City/County/MPO/TPR/Local Transportation Officials  
CDOT Traffic Engineers/Planners/Local Agency Coordinators  
FHWA/Colorado LTAP

Attachment: HSIP Funding Application Form (2 pages)

**Electronic Versions of the forms are available at:**  
<https://www.codot.gov/safety/traffic-safety/data-analysis/hsip>



Agenda Item #

**Westcliffe Hermit & Memorial Parks Pedestrian Access & Safety Improvements**

#	Item No.	Item Description	Quantity	Unit	Unit Cost (2025)	Total Cost (2025)
2	608-00000	Concrete Sidewalk	670	SY	\$115.00	\$77,050.00
3	608-00010	Concrete Curb Ramp	38	SY	\$230.00	\$8,740.00
4	608-00015	Detectable Warnings	48	SF	\$144.00	\$6,912.00
5	609-21020	Concrete Curb and Gutter Type 2 (Section II-B)	1500	LF	\$69.00	\$103,500.00
6	627-01001	Preformed Plastic Pavement Marking (Type I)	120	SF	\$35.00	\$4,200.00
7	614-00012	Sign Panel (Class II)	50	SF	\$58.00	\$2,900.00
8	614-01502	Steel Sign Supp (2-In Rd)(Po&Sock)	48	LF	\$10.00	\$480.00
9	614-80003	Rectangular Rapid Flashing Beacon	4	EA	\$12,000.00	\$48,000.00
10		Traffic Control Plan & Pay Items (2%)	1	LS	\$5,036.00	\$5,036.00
1	626-00000	Mobilization (12%)	1	LS	\$30,819.00	\$30,819.00
					<b>Estimated 2025 Construction Cost</b>	<b>\$287,637.00</b>
					<b>Design Fee (small project, de-escalated to 2023)</b>	<b>\$64,718.33</b>
					<b>Total Estimated Project Cost</b>	<b>\$352,355.33</b>

Quantities are actual measurements of anticipated project scope

Unit Costs are based on Q1 2023 CDOT Bid History (most recent available data) with 15% escalation for 2025 construction







HSIP safety and connection improvements:

- Finish sidewalk/ADA route around perimeter of Hermit Park parking lot (to connect field and pavilion to the crosswalk) AQUA LINE
- New ADA ramps, crosswalk, pedestrian crossing signs and solar RRFB at existing 4th Street crossing GREEN LINE
- New curb & gutter to separate new crosswalk from existing gravel parking area on south side of Memorial Park PINK LINE
- New sidewalk along Memorial Park/4th Street to connect Hermit and Memorial park to new Powell Ave sidewalk project (Blue area) (includes connection to Memorial playground YELLOW LINE

## Report

1. Park Committee has started designing new additions to Memorial Park
2. Design for EV units is done, engineering is on the way
3. Working on adopting the 3-mile plan
4. Creating a more in depth 5-year Capitol plan
5. Looking to "re-green" main – talking with Garden club on their ability to help
6. Going to apply to install bathroom on Hermit, 1:1 DOLA Grant, in 2025
7. Dark Skies/Saddle club (Need Direction)

One of three things will need to happen

1. Make Saddle Club comply
2. Grant variance to saddle club
3. Create an Ordinance giving certain entities an exemption (sporting events, rodeo, etc.)